# Exam Accommodation Request Form

Please complete this form to request an accommodation to Fi360’s exam policies. In order for an accommodation to be granted, a candidate must detail what accommodation they are requesting, why, and demonstrate why the existing exam administration policy presents a hardship towards a successful exam attempt. In most cases of an accommodation being granted, the candidate will be required to secure and schedule a proctor who meets the criteria for an acceptable in-person proctor. In most cases, requests for a time extension will be limited to 150 minutes on the first attempt.

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| **Candidate Name** |  |
| **Email Address** |  |
| **Accommodation Requested** |  |
| **Reason for Request** |  |
| **Approximate Date of Exam:** |  |
| **Name of Proctor**  (if in-person requested) |  |
| **Email Address for Proctor**  (if in-person requested) |  |

Return this form to [fi360support@broadridge.com](mailto:fi360support@broadridge.com). Requests are generally responded to within 3 business days.